

Retention and Classification Report

Agency: Piute County (Utah). County Auditor (2532)

, UT

Records Officer

13150	*Account book
19021	Annual audits
13151	Financial records
13152	Warrant registers

AGENCY: Piute County (Utah). County Auditor

SERIES: 13150

3

TITLE: Account book

DATES: 1937-1944.

ARRANGEMENT: none

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: Piute County (Utah). County Auditor

SERIES: 19021

3

TITLE: Annual audits

DATES: 1925-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These are reports prepared by external auditors examining and verifying the county's financial activities for the year. Includes statements of receipts and disbursements and established funds of the county. These audits include both audits by private audit firms contracted by the county to perform audits and audits by the State Auditor.

RETENTION:

Retain until administrative need ends

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 13, Item 6.

AUTHORIZED: 08/04/1997

FORMAT MANAGEMENT:

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APPRAISAL:

Administrative Historical

Audit reports may be used during the next audit cycle to monitor compliance with internal control program recommendations. They document agency functions and have research value.

AGENCY: Piute County (Utah). County Auditor

SERIES: 19021

TITLE: Annual audits

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Piute County (Utah). County Auditor

SERIES: 13151

1

TITLE: Financial records

DATES: undated

ARRANGEMENT: none

ANNUAL ACCUMULATION:

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

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AGENCY: Piute County (Utah). County Auditor

SERIES: 13152

3

TITLE: Warrant registers

DATES: undated

ARRANGEMENT: none

ANNUAL ACCUMULATION:

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

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